



**Policy and Compliance
Administration**

MEMORANDUM TO FILE

TO: Human Resources, D.C. Placeholder Agency

FROM: Rick Deckard, Sexual Harassment Officer, Policy and Compliance Administration

DATE: Thursday, January 11, 2018

SUBJECT: Sexual Harassment Investigation Interview Summary: Karen Connor

ATTENDEES: Interviewer(s): Rick Deckard, Sexual Harassment Officer, Policy and Compliance Administration
Interviewee(s): Karen Connor

On Thursday, January 11, 2018 at approximately 4:00 PM, I interviewed Ms. Karen Connor at the D.C. Department of Human Resources' Headquarters. Karen Connor is the Deputy Director at D.C. Placeholder Agency. She allegedly engaged in sexual harassment after lowering the performance rating of her subordinate employee, Daniel Smith, Program Analyst, after Mr. Smith rejected her email invitation to attend a "swinger's" party.

A summary is provided below of the questions that I asked Ms. Connor, and her responses:

1. What is your typical workday or work week like? Who is your supervisor? What time do you arrive to work? What time do you leave? What are your typical responsibilities?

Ms. Connor stated that her typical workday consists of overseeing the programmatic functions of D.C. Placeholder Agency. She said that her work frequently requires her to work directly with her subordinates in the development of D.C. Placeholder Agency's projects. She indicated that she reports to the Director, who works remotely. She normally arrives to work at 8:30 AM and leaves at 5:00 PM.

2. Do you work with Daniel Smith? How closely?

Ms. Connor affirmed that she works with Daniel Smith. She stated that she works closely with Mr. Smith, but also works closely with other employees as D.C. Placeholder Agency is a small agency.

3. Have you had any problems working with Mr. Smith? Do you have any previous relationship with Mr. Smith? Do you recall Mr. Smith's previous performance ratings?

Ms. Connor stated that she has not had any problems working with Mr. Smith, and does not have any previous relationship with him beyond being co-workers. She stated that she did not recall Mr. Smith's previous performance ratings, but when pressed on specific performance criteria used in his prior performance evaluations, Ms. Connor indicated that his performance in those areas was properly scored in the past.

4. Has there been any changes in the quality of Mr. Smith's work?

Ms. Connor stated that Mr. Smith's work has declined in quality. When pressed about specific performance indicators in Mr. Smith's performance plan, and details as to where Mr. Smith fell short, Ms. Connor appeared to have difficulty recalling specifics, stating "she has so much going on at once because [D.C. Placeholder Agency] is understaffed," and that she cannot go into too much detail. When asked if Mr. Smith failed to meet any deadlines, Ms. Connor said that he did not. When asked if there were significant changes in Mr. Smith's work, Ms. Connor reiterated that the quality decreased, and added that she could not give "an exact approximation" at the time, and again referred to D.C. Placeholder Agency's small staff size.

4. How would you characterize your working relationship with Daniel Smith?

Ms. Connor asserted that her relationship with Mr. Smith is strictly professional. When prompted about the email that she sent to Mr. Smith, she stated that Mr. Smith must have "misunderstood," and that the email was not meant to be romantic in nature. When asked a follow-up question about the proposed dining location, she confirmed that the planned location was to be Charlie Palmers, but notes that the final location "was still up in the air" at the time she sent the email.

5. In addition to the email, have you invited Mr. Smith to dinner or any other social outings after work?

Ms. Connor did not deny these requests, but stated that they were not romantic in nature. When asked if she invited any other employees to social outings, she reluctantly answered that she did not. When asked if there was a particular reason for not inviting other employees, Ms. Connor declined to comment.